

Human Trafficking Coordinating Council
Meeting Minutes
January 19, 2016
Carvel State Office Building
Office of the Attorney General
6th Floor Conference Room
Wilmington, De 19801

In attendance: Abby Layton, Loretta Young, Curt Shockley, John Evans, Alison Mc Gonigle, Dawn Culp, Lisa Minutola, Amy Day, Jan Jurden, Mary McDonough, Vanessa Phillips, Rita Landgraf and Leslie Brower (participating by phone), Bridget Poulle, Ellie Torres, Maureen Monagle.

Abby Layton (Chair), called the meeting to order at 3:00 pm. Following introductions, Abby asked if the minutes from the December 7, 2015 meeting were approved. There being no changes, the minutes were approved.

Abby suggested the Council move to Agenda item 4.) Changes to the HTCC By-laws, as some of the Council members had not arrived yet. Ellie Torres presented the changes in the draft document and explained that in accordance with the Freedom of Information Act (FOIA), voting by phone or fax is not permissible, Video-phone is acceptable. Ellie's proposed changes were approved. Secretary Landgraf then outlined the recommendations that she and Leslie Brower had drafted. Following discussion it was agreed to add the following language to the By-laws; "An appointee may designate a representative to serve on the Council on their behalf by communicating such designee in writing to the Chair." Ellie presented the final list of By-law changes. A Motion to approve the By-law changes as outlined by Ellie was approved.

Abby thanked Mary McDonough and Leslie Brower for serving on the Nominating Committee and asked Mary to present the Nominees for Chairperson and Vice Chairperson. Mary announced Dawn Culp and Abby Layton as the Nominees for Chairperson and Loretta Young as nominee for Vice-Chairperson. Commissioner McDonough asked each Candidate to provide brief remarks regarding their goals for the Human Trafficking Coordinating Council, and then distributed the Ballots.

John Evans spoke regarding the DIAC Fact Sheet; it was distributed today to Law Enforcement throughout the state. Judge Jurden asked if it could be distributed to Judicial Officers. John suggested it be scrubbed first before it is distributed to the public. Abby will follow up with DIAC.

Commissioner McDonough tallied the votes, Abby Layton was re-elected as Chairperson and Loretta Young was elected as Vice-Chairperson. Commissioner McDonough thanked the participants.

It was suggested that name plates be made for future meetings.

Abby asked if there was any public comment, there being none, the meeting was adjourned.

B. Poulle
CJC